

August 1, 2024

Township of Ontelaunee
35 Ontelaunee Dr.
Reading, PA 19605

The regular meeting of the Ontelaunee Township Board of Supervisors was called to order at 7 p.m. by Supervisor Chuck Grebloski in the Ontelaunee Township building, with Supervisor Josh Steingraber present. Supervisor Gary Hadden was absent.

Additional Meeting Attendees: Elizabeth Magovern, Solicitor
Bill McMullen, Engineer
Kim Y. Berger, Secretary

Visitors- Robert Beissel (S. Riverside Drive), Zachary Beissel (Loose Lane) and Dave Phillips (Gernants Church Road)

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the minutes from the July 3, 2024 regular meeting. Vote 2:0

FIRE DEPARTMENT – no report

POLICE DEPARTMENT –June written report was submitted. Chief Keiser reviewed the July report.

BUSINESS FROM FLOOR:

Robert Beissel was present to discuss an issue with people parking on S. Riverside Drive to gain access to the Schuylkill River and the area that is now known as Cross Keys Leisure Beach Area on the other side of the river. This has happened due to the No Parking signs being placed along Cross Keys Road. Residents of S. Riverside Drive have been threatened as well. The supervisors understand the residents' concerns.

Zachary Beissel of Loose Lane questioned the status of the Apartment buildings slated for Loose Lane. There has been no final determination on several things including sewer capacity, traffic details, etc.

Dave Phillips of Gernants Church Road was present to discuss storm water issues on Gernants Church Road. Mr. Phillips stated there was a need for additional storm drains along Gernants Church Road on the north side. The trench near his home being cut would definitely help with water run off. The engineer will take a look at the area.

TAX COLLECTION: A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the Tax Collector report for July 2024. Vote 2:0

Real Estate Taxes -	\$172,494.36
Real Estate Interims -	\$ 1,576.16
Street Light Tax -	\$ 360.00

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve reimbursing Bernard and Pamela Korch of Birch Hill Road for taxes paid in the amount of \$158.37. This is due to a

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reduction in assessed value per the April 2024 final tax report from Berks County. The taxes had already being paid over to the township. Vote 2:0

July 2024 Public Works Daily Log

July 1- Checked and cleared PA One Calls. Continued our weekly hydrant flushing. Checked and removed any trash cans at Rec A's & B's Parks. Groomed the baseball field at Rec B. Mowed township building. Finished our flushing of the hydrants to try to release the pressure at Macintosh.

July 2- Checked and cleared PA One Calls. Sent an operator with the boom mower to Leesport for their township to use. Started to pick up all the debris of left over trees off the side of the road that we left from the storm that we got called into for overtime (Slater, Grube, Willow Creek). Checked out an issue of visibility at the intersection of Grub Ln and Dries Rd.

July 3- Checked and cleared PA One Calls. Sent an operator with the boom mowing to Leesport to finish up the job he started for their township. Took care of the issue that was accruing at the intersection of Grub Ln and Dries Rd. Noted more areas that there is debris on the side of the road so we can chip up for the upcoming weeks. Took care of a pothole that was located at Dries Rd.

July 4- Independence Day

July 5- Township Closed

July 6- Saturday July 7- Sunday

July 8- Checked and cleared PA One Calls. Continued our weekly hydrant flushing. Checked and replaced any full trash cans at both Rec A & B park. Groomed the baseball field at Rec B. Checked the status of the cable lines that were sitting low due to trees hanging on it and they still haven't been tightened. Started boom mowing township at overgrown areas, Slater rd. Took care of a tree limb that was covering a road sign on Shoemakersville Rd.

July 9- Checked and cleared PA One Calls. Took today to look over some of the applicants that applied for the new position. Sent an operator to boom mow Wiley's Rd and Canal St. All day meet estimators for the Pump Station #3 roof project. Picked up fence that was thrown on the side of the road on E. Huller Ln.

July 10- Checked and cleared PA One Calls. Got a call about an issue of low pressure on IDA Red, checked out the situation and found out the homeowner just wants his pressure to be stronger like his other property. Assisted MJ Rider with operating auto flushers for there sampling. Continued boom mowing the township, finished railroad bridge portion of Bowers Rd and Slater Rd.

July 11- Checked and cleared all PA One Calls that took about alit over three hours. Checked the roads for debris and down trees due to last night's storm and removed everything on the road. Checked two properties that were having water issues. Mowed north point and weed whacked the township building. Picked up a dead animal in the middle of the road at 73. Picked up sharpened chain saw blade.

July 12- Checked and cleared PA One Calls. Mowed the township building and Rec B Park. Took care of a tree that partially covers the road on Willow Creek. Took care of an issue with Shelly's desk. Serviced both chainsaws that we have been using these past storms.

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July 13- Saturday July 14- Sunday

July 15- Checked and cleared PA One Calls. Completed our weekly hydrant flushing. Checked and removed trash at Rec A & B. Groomed the baseball field at Rec B. Completed payroll paperwork. Completed going through the applicants and chose several candidates for the interview process. Assisted with the training for the police next door as well.

July 16- Checked and cleared any PA One calls. Attended the LTAP training for the rest of the day. Had our part timer mow all the pump stations, Bewley's retention, and Hannibal Lane. Then had him change the oil of truck 1. After that he spent the remainder of the day cleaning up the workshop.

July 17- Attended Berks County Public Works Association meeting until the afternoon. Then checked out an issue of water pressure at 211 IDA Red. Checked to see if Bowers Rd lines were clear of debris but no it is still there waiting on a cable service to remove off their line. Ended the day marking more PA One Calls.

July 18- Checked and cleared all PA One calls. For one of the PA One calls we had to boom mow the field that we were marking from one end of the field to the other on 3 Ontelaunee Drive. Had to locate and mark all the pump stations that are going to be serviced as well. Picked up slick fence from Lowe's for the Mohrsville Project for tomorrow. Picked up sharpened chainsaw blades as well.

July 19- Started interviewing process. Checked and cleared any PA One Calls. Checked and removed trash from Rec A & B's parks. Had them mow the township building and North Point. Did a final reading for 33 Solvay Dr. Installed slick fence before the vac truck showed up. Once the vac truck showed up, we flagged traffic while they jetted the storm line open and vacuumed all the debris up. They jetted 3 out of the 4 lines due to the last one being cleaned out from the rain. Once we were done, we removed the slick fence that we installed. Went to Kuzan's to pick up some items that the foreman's office needed. Cut and removed tree branches that were covering up street signs on Kindt Corner Rd and Birch Hill.

July 20- Saturday, July 21- Sunday

July 22- Checked and cleared all PA One Calls. Had an interview for our open position in the morning. Continued with our weekly hydrant flushing. Then checked the park for trash and changed any cans that were full. After that, groomed the baseball field at Rec B. Continued boom mowing township,

July 23- Checked all PA One Calls. Had another interview in the morning and the afternoon. Sent the guys out to pick up and chip any big logs on the side of the road that could be an issue later in the year during the winter on Birch Hill Rd, Dries Rd, Pump Station 3, and Wiley's Rd. Also took care of a limb on South River Side that was hanging very low.

July 24- Checked and cleared PA One Calls. Sent the guys out to mow the pumpstations, Hannibal Ln, and Bewley's Retention. Hosed the whole shop down due to it being very dusty and dirty. Serviced the chain saws and took a blade to get sharpened. Also mowed the township.

O.T- Had to stay to take care of a low chlorine reading at Berks Medical Supplies.

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July 25- Checked and cleared PA One Calls. After that took today to Boom Mow Kindt Corner Rd from Cider Mill to Ontelaunee Drive due to a complaint about low visibility. Then we went and boom mowed Willow Creek Rd just the park's embankment.

July 26- Checked and cleared PA One Calls. Then took the boom mower out and started Shoe Markers Rd. Finished by changing the trash bags from both parks.

July 27- Saturday, July 28- Sunday

July 29- Checked and cleared PA One Calls. Started off with the weekly hydrant flushing. Then checked parks for trash and groomed the baseball field. Completed payroll for this pay period. After that continued boom mowing township, finished Shoemakers Rd and continued Willow Creek Rd.

July 30- Checked and cleared PA One Calls. Attended workshop meeting. Went around the township building and trimmed some of the low branches off the trees where we mow and took the waste to Berks Soil and Stone. After that started boom mowing Birch Hill Rd. I went and noted some items in the township that need to be touched up. Took care of some overgrown vegetation on Koch Rd. Installed new water meters on Sunglo.

July 31- Checked and cleared PA One Calls. Did our monthly water reading. Continued boom mowing Birch Hill Rd and finished it. Also mowed the township building and north point. Cleaned up the intersection of 61 and 73 close to Leesport Diner, made four full bags of dirt and millings. Took care of a couple beehives around the batting cage at Rec B's playground. Checked out an issue that someone called in dealing with S. Riverside parking for the Cross keys bridge.

Foreman Report July 2024

Worked Performed

- PA One Calls
- Mowed Rec A & B
- Mowed Township Building
- Mowed Sewer Pump Stations
- Mowed Bewley retention pond
- Mowed North Point
- Equipment Maintenance and clean up in shop
- Empty trash at Rec A & B
- Park Maintenance
- Weekly Hydrant Flushing
- Mowed Township with Boom Mower
- Removed debris/roadkill off roadways
- Attended LTAP Training
- Water Reading for billing
- Vehicle Maintenance
- Removed tree and chipped away
- Maintenance of township building
- Removed Trees off roadway and chipped

- Maintenance/Cleaning of Pump Station
- Attended B.C.P.W.A

Fuel Used

- Truck #1- \$321.88
- Truck #2- \$61.04
- Truck #5 - \$98.60
- Truck #6 - \$95.02
- Gasoline Cans- \$167.51
- Backhoe- \$0.00
- John Deere Boom Mower- \$503.38

Purchases & Expenses

- Kuzan's- \$78.05
- Lowes- \$50.86
- Full Landscaping & Tree Service LLC- \$2,500.00
- LIFT INC.- \$52.99
- Stoney Creek Rental- \$180.38
- Advance Auto Parts- \$95.69
- Bobcat of Reading- \$79.99
- KLINE'S- \$3742.47

Foreman

Israel Santiago

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve a quote from RAM Siding Company to repair Pump Station #3 roof from storm damage in the amount of \$3,798.00. Vote 2:0

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the purchase of a tablet and case for the Public Works Foreman to utilize the GIS system in the approximate amount of \$800.00. Vote 2:0

Engineers Report July 2024

Subdivisions and Land Development Projects

1. Miele Group Land Development

A Preliminary/Final Land Development plan has been received for the project located at the intersection of Peach Street and Ashley Way. Review comments will be provided to the developers' representative, Planning Commission and Township under separate cover. The plan is to be first reviewed by the Ontelaunee Township Planning Commission at their meeting to be held on August 15, 2024.

A request for reduction in EDU's for the project has been received and is listed on the agenda for discussion.

2. Gibson Land Development

A Preliminary Land Development plan has been received for the Gibson parcel located north of the intersection of SR 0061 and Mohrsville Road. Review comments were provided to the developers' representative, Planning Commission and Township under separate cover. Due to the number of comments the developer chose not to attend the July 18th Planning Commission meeting. A revised submission has not been received for the project.

3. Pottsville Properties Subdivision

A Final Subdivision Plan was received and was reviewed at the Ontelaunee Township Planning Commission meeting on July 18, 2024. A recommendation regarding conditional plan approval is listed on the agenda.

4. Ontelaunee Wholesale

A Sketch Plan for Land Development has been received for the parcel encompassed by SR 0061, Snyder Road, Leesport Avenue and Berkley Road. The plan will be first reviewed at the Ontelaunee Township Planning Commission meeting to be held on August 15, 2024. Review comments will be provided to the developers' representative, Planning Commission and Township under separate cover.

5. McIntosh Farms II

ARRO conducted pre-pour inspections for sidewalk installations.

6. St. Luke's Land Development

ARRO is conducting periodic observations of project improvements.

7. Crow Holdings Land Development (CHI)

A second meeting was held with the developer's consultants to coordinate the acquisition of easements and right-of-way for the improvements.

The developer's consultant will provide documents requested by the City of Reading as a result of the notification of downstream property owners of the project.

The tenant of the CHI warehouse presented a request for reduction of EDU's. A non-residential sewer user questionnaire will be forwarded to the tenant for completion. As Attorney Magovern confirmed, any request for return of EDU's would need approval of the Supervisors and be at no cost to the Township.

8. Reitnouer Land Development Plan

Revised plans were received and reviewed for meeting the conditions of approval. Comments on the revised plan and supporting documents were provided to the developer, developer's consultant and Township under separate cover.

A revised project cost estimate was provided by the developer, approved by ARRO and forwarded to Attorney Magovern's office for finalizing the Improvements Agreement. A recommendation was provided to Attorney Magovern's office regarding identifying the conceptual right-of-way and easement area for the SR 0073 intersection improvements in the Improvement Agreement. The remaining agreements (SWM, Traffic, Water Capacity) have been or are being prepared by Attorney Magovern's office for distribution to the developer.

9. Willow Creek Farms (Gaspari Tract) – No activity since last report.

The meeting agenda contains proposed action regarding accepting a time extension provided by the developer.

10. Epting Tract Subdivision – No activity since last report.

The meeting agenda contains proposed action regarding accepting a time extension provided by the developer.

11. GIS/Mapping

ARRO is reviewing electronic map files of as-built surveys for facilities within the Township for incorporation into GIS.

ARRO continues to monitor PA One Call data sent to the Township's GIS

12. General Engineering

a. TASA Project (MS4 PRP Implementation)

ARRO presented an offer, via e-mail, to the Maiden Creek Township Authority (MTA) for the drainage easement and temporary construction easement. A response was received and reply provided to MTA representatives. We are currently preparing legal descriptions and exhibits for the drainage easement and temporary construction easement for review by Attorney Magovern and execution by MTA.

Revised easement plans were provided to the SVSD; however, no response has been received. ARRO intends to visit the SVSD the week of August 5th and/or attend a SVSD meeting.

b. Bowers Road Project – ARRO provided a submission to PennDOT for issuance of the HOP.

ARRO commenced the preparation of bid documents for the project with a bid opening date of September 5, 2024.

c. The final payment approved by our office to H & K Group for the road improvement project was \$164,102.01. The Supervisors conditionally approved \$164,616.69 at the July Supervisors meeting. The invoice includes \$5,476.59 requested for reimbursement by Leesport Borough (portion of Gernants Church Road) and \$16,139.99 requested for reimbursement by Maiden Creek Township (Bewley Lane).

A concern was reviewed along Gernants Church Road where the property owner believes the project paving impacted her driveway access. Based on our review and review of the contractor we concur that no corrective action is being undertaken by the contractor.

A project closeout meeting is scheduled with the PennDOT Municipal Services Representative on August 8, 2024 at 10:00 a.m. at the Township Building.

d. The following Road Opening Permit Applications were received.

- i. Cherry Street - Installation of the St. Luke's water service at 60 Cherry Street.
- ii. Ashley Way – Installation of fiber optic cable for Ashley Furniture at 45 Ashley Way.

e. A revised Zoning Map was prepared and distributed to reflect the zoning district revision approved at the July Supervisors meeting.

13. Water System Engineering & Reporting

- a. Correspondence was received from the RAWA solicitor regarding existing agreements that pertain to water line extensions to the northern portion of the Township, including the Harvest and McIntosh Developments. This item is on the agenda for further discussion.
- b. ARRO has reached out to Forino representatives and discussed the potential of adding an auto-flusher to Phase III of the McIntosh Farms II development. The Forino representative indicated they would be receptive to reviewing such a request.
- c. ARRO is investigating the reason for sampling being conducted by MJ Reider at Berks Medical with the sampling station available on Wingco Lane. A low chlorine was reported by MJ Reider which required flushing and retesting.

14. Water System Operations (ARRO Water Services)

AWS personnel provided technical guidance for the chlorine resampling.

15. Sanitary Sewer System Engineering

a. ARRO was authorized at the July Supervisors meeting to schedule a meeting with PADEP, RAWA and Attorney Magovern regarding the exposed sewer and water pipes in Willow Creek. To date we have not scheduled the meeting.

We are investigation regulations/parameters regarding fish passage requirements as mentioned in a previous meeting with PADEP.

b. PS #7 Force Main and PS Upgrade and Modernization Project

Generators have been set at the respective pump stations with start-up of them being completed July 31st, August 1st and August 2nd.

The Contractor was issued Change Order No. 7 for the project as approved by the Supervisors at their July meeting. No schedule for the additional work has been provided.

We continue to explore the potential addition of a generator at PS #8.

c. Sample results and exceedance notifications for Materion were reviewed by ARRO and Township staff. Materion has requested a one-time permission to pre-treat and then discharge water with trace titanium. The request was forwarded to Leesport Borough for their approval. Leesport Borough has requested additional information regarding the proposed discharge and we will continue to facilitate the approval process for the requested discharge.

d. A capacity inquiry was received from Forino for the residual parcel of the McIntosh Farms II development. Available capacity information was provided to Forino.

16. Sanitary Sewer Operations (ARRO Water Services)

a. Services/activities were conducted as identified under the Routine Operations scope of services outlined in the Professional Services Agreement between Ontelaunee Township and ARRO.

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to authorize the secretary to approve invoices for the TASA (MS4 grant) in ECMS as the invoices come due rather than be held for a public meeting, contingent on the engineer reviewing the invoices as well. Vote 2:0

Discussion was held regarding a request from the property owner of the lot at the corner of Peach Street and Ashley Way for a reduction in EDU's for the property. After discussing the request and the formula that is strictly adhered to, a motion was made by Chuck Grebloski and seconded by Josh Steingraber to deny this request. Vote 2:0

MS4: Secretary Berger reported that DEP has received the MS4 annual report and everything was complete.

Bill McMullen presented MS4 information for the board and public.

SOLICITOR :

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to adopt Resolution #2024-10 decreasing the sewer user fee per EDU from \$115 to \$110 effective January 1, 2025. Vote 2:0

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to authorize the Solicitors office to draft an ordinance to make S. Riverside Drive no parking. Vote 2:0

RAWA and Ontelaunee Twp. discussion – there have been numerous incidents of McIntosh residents having low water pressure. Mr. McMullen is looking into purchasing a pressure gauge to monitor pressure of the fire hydrants.

CODE ENFORCEMENT – June Report

The supervisors asked Jeff Hogg, Zoning Officer if there are people living in the campground all year round. Mr. Hogg explained that it is very difficult to know for sure if someone is living in a camper. After further discussion, a motion was made by Josh Steingraber and seconded by Chuck Grebloski to authorize the solicitor to draft an ordinance requiring facilities to keep records of the physical addresses of the people renting or staying on properties within the township. The Solicitor’s office will work with Kraft Municipal Group to draft this ordinance.

EMA COORDINATOR – nothing to report

POLICE COMMISSION – nothing to report

PLANNING COMMISSION

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve the final plan approval for the Pottsville Pike Subdivision based on meeting the requirements of the July 10, 2024 engineer review letter. Vote 2:0

EXPENDITURES

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to approve expenditures for the month of July in the amount of \$397,887.31. Vote 2:0

General	\$187,550.83
Water	\$ 48,404.42
Sewer	\$106,814.73
Liquid Fuels	\$ 55,117.33

LIST OF BILLS PAID - JULY 2024

21st Century Media - Philly Cluster	1,290.12
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ARRO Consulting, Inc.	25,522.66
ARRO Water Services	5,841.00
Borough of Leesport	2,860.26
Capital Blue Cross	2,256.31
Comfort Pro, Inc	1,465.00
Commonwealth of Pennsylvania	2,630.00
Crownstone Equipment	79.99
Debra Selsavage	185.00
Delaware Valley Regional Finance Authori	2,037.60
Elan Financial Services	367.33
Envirep Inc	495.00
Essig Plumbing & Heating	1,283.97
Full Landscaping & Tree Services LLC	2,500.00
H & K Group Inc.	164,102.01
Hartman Valeriano Magovern & Lutz P.C.	4,107.80
J.C.EHRLICH	460.00
J.P.Mascaro & Sons	1,076.75
Kraft Municipal Group Inc.	21,199.86
KUZANS HARDWARE	396.03
Liberty Environmental	261.38
LIFT, Inc.	52.99
M.J. Reider Associates Inc	1,459.45
Manmiller Electric	2,310.00
MET ED	1,291.28
Met Ed	6,289.67
Nationwide	487.32
Nester's Sanitation Inc.	195.00
NORTHERN BERKS REGIONAL POLICE DEPT.	85,042.63
PFM Financial Advisors LLC	17,391.88
PSATS UC GROUP TRUST	88.68
Reading Area Water Authority	30,747.30
Reading Office Maintenance	220.00
Rhoads Energy Corporation	1,452.89
SAM'S MASTERCARD	134.41
Schultz Technology Solutions	637.70
SOS Business Machines	209.74
Stoney Creek Rentals	180.38
Suburban Testing Labs	180.00
T. M. Bailey Services, LLC	500.00
TELCO, INC.	4,686.75
VERIZON	85.02
W. B. Mason Co. Inc.	83.68
Wind River Environmental LLC	3,742.47

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TOTAL	397,887.31
General	187,550.83
Water	48,404.42
Sewer	106,814.73
Motor License	55,117.33

OLD BUSINESS:

NEW BUSINESS:

Correspondence has been received from the Berks County Agricultural Land Preservation Board regarding the Geiger Farm. The Geigers have submitted an application to preserve their farm for agricultural uses so that it cannot be developed.

A motion was made by Chuck Grebloski and seconded by Josh Steingraber to hire Nick Hyneman of Ontelaunee Township as a full time Public Works Laborer at a starting rate of \$22.50/hr. He will serve a 120 day probationary period. Vote 2:0

UPCOMING MEETINGS/INFO:

August 12 - 6 p.m. – NBRPD Commission meeting
August 15 – 7 p.m. – Planning Commission
September 2 - OFFICE CLOSED – LABOR DAY
September 5 – 7 p.m. Supervisors meeting

ADJOURNMENT

A motion was made by Josh Steingraber and seconded by Chuck Grebloski to adjourn the monthly meeting at 8:10 p.m. Vote 2:0

Respectfully

Kim Y. Berger
Secretary